

MINUTES OF THE 4th JPSFA COMMITTEE MEETING FOR 2017

DATE: 18th May 2017
TIME: 10.30 am
VENUE: JPSFA Meeting Room

Present:

Ms. Stephanie Lim	-	President
Mr. Douglas Choo	-	Vice-President
Ms. Nancy Kwan	-	Secretary
Ms. Jasmine Sim	-	Treasurer
Mr. Ramesh	-	Committee Member
Mr. Heman	-	Committee Member
Mr. Lim Fern Yong	-	Committee Member
Mr. Ahmad Zaki	-	Committee Member
Mr. Chong Jit Chien	-	Committee Member
Ms. Tan Kim Wei	-	Committee Member
Mr. Kelvin Ngan	-	Sub-Committee Member
Ms. Lee Siew Fang	-	Auditor
Ms. Mary Lin Koh	-	Auditor

Absent with apologies:

Mr. Raymond Wong	-	Committee Member
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The President thanked the committee members for attending the 4th committee meeting.

The minutes were proposed passed by Mr Douglas Choo and seconded by Mr Ramesh.

	Issues	Action	Action By
1.0	<p>Previous Matters:</p> <p>1) <u>Breakbulk:</u> The issue involving JPL competing with members of the industry was raised at the dialogue with LPJ whereby members lost their business to JPL. With this, JPL may not be too openly competing with industry player.</p> <p>2) <u>Government Agencies Issues:</u> It was propose to set up an appointment with LPJ next week to introduce the newly elected committee for 2017-2018.</p> <p>3) <u>Title Deed:</u> Ms Nancy informed that the lawyer have been contacted on the changing of old name on title deed to Johor Ports Shipping and Forwarding Association. She will be submitting the necessary documents to the lawyer Chua & Partners in due course.</p> <p>4) <u>Accounting Software:</u> Ms Tan manage to obtain sponsor from SIMBIZ Accounting Software for the Association. A review to be done during next committee meeting.</p> <p>5) <u>GST Issue:</u> A Meeting with SAM to be set up on 24th May to gather more information on the interpretation of GST issue of freight forwarders.</p> <p>6) <u>Training Course:</u> The committee for Training & Event proposed the following courses for the year.</p> <p>a) KEP b) KEK c) Incoterms & BL d) Import Shipping Practice & Documentation e) Sharpening Customer Service Skill f) Motivation Skills for Logistics g) Handling Complains and Difficult Customers</p>	<p>To fix appointment next week.</p> <p>To find out the estimated cost from the lawyer.</p> <p>To finalize courses and dates.</p>	<p>For info</p> <p>Cecilia</p> <p>Douglas / Nancy</p> <p>For info</p> <p>For info</p> <p>Fern Yong/Mary</p>

	<p>Committee suggested holding 4 courses for this year. Ms Jasmine suggested that we organise a seminar on Companies Act as there are many changes effective 1st January 2017 and to incorporate topics on GST as well as Withholding Tax. Agreed and propose that training committee to plan for seminar to be held in July.</p> <p>7) <u>Sports Club Activities:</u> Members agreed not to have fixed weekly games and suggested for monthly sports activities. We will try out with one sport activity per month and encourage participation from all members. Sports committee will plan in advance and send invitation to members for participation.</p> <p>2.0 President's Report:</p> <p>1) <u>MTIB Meeting:</u> Attended MTIB meeting on Export license for wood products. Informed by MTIB that export permit is required for wood furniture products. We have suggested to MTIB to put on hold in order to go in line with uCustoms which is due effective from 1st January 2018 and MTIB will reconsider. However MTIB informed that all furniture exporters are required to register on line with MTIB by 1st June 2017.</p> <p>2) <u>LPJ Dialog:</u> We brought out the issues faced by JPSFA members during the dialog with LPJ namely on competition with JPL, MAQIS problem on interpretation, VGM weight inaccuracy, issues with Jabatan Laut and Immigration department issues on original documents and NOA.</p> <p>3.0 Vice-President's Report:</p> <p>1) <u>MTIB Meeting:</u> Attended MTIB meeting with Ms Stephanie.</p> <p>2) <u>LPJ Dialog:</u> Attended LPJ Dialog. Mr Douglas suggested that we bring up with LPJ to set up a Task Force to look into the various issues brought up. Mdm President suggested that we bring up this matter during our next appointment with LPJ.</p>	<p>To organize and further discuss.</p>	<p>Kelvin/Ramesh</p> <p>For info</p> <p>For info</p> <p>For info</p> <p>All Committee</p>
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<p>4.0</p>	<p>Secretary's Report :</p> <p>1) <u>MOU with PSMB:</u> PSMB's proposal to sign a MOU with JPSFA for courses is still pending and under consideration.</p> <p>2) <u>Registrar of Societies:</u> We have submitted our annual returns to ROS and in the midst of submitting JPSFA's constitution to ROS via eROS system.</p> <p>3) <u>MTIB Meeting:-</u> Attended briefing by MTIB in KSL, Johor Bahru on rules for Import and Export of Wood and Wooden Products. Also highlighted by MTIB that all exporters must register with MTIB by 1st June 2017 and exporters must be a member of the furniture association in order to be registered.</p>	<p>To further clarify with PSMB</p>	<p>Nancy</p> <p>Cecilia/Nancy</p> <p>To inform all Members on the Requirements.</p>
<p>5.0</p>	<p>Treasurer's Report: The balances as at 30th April 2017 stands at: Cash in Hand: RM 1,000.00 Cash in Bank: RM153,003.93 Fixed Deposit: RM264,887.86</p> <p>We have 12 members who have intended not to renew their membership. Hence, the committee members are requested to assist in trying to retain these members. Our current membership is 124 members and membership fees are still unpaid from 15 members. Committee members have been requested to assist in talking to members for payment of 2017 membership subscription fees.</p> <p>Ms Jasmine proposed that our Fixed Deposit with Public Bank Berhad be revised from the current 1 month tenure at rate of 2.95% per annum to 9 months (3 months + 3 months + 3 months) tenure at rate of 3.95% per annum and 1 year (6 months + 6 months) tenure at rate of 3.99% per annum. It was agreed by the Committee to uplift and place Fixed Deposit for 9 months and 1 year</p>	<p>To prepare resolution</p>	<p>For info</p> <p>All Committee/ Cecilia</p> <p>Cecilia / Jasmine</p>
<p>6.0</p>	<p>25th Anniversary Dinner: The following have been agreed:-</p> <p>Date : 3rd November 2017 Time: 7.30 pm Venue: Grand Straits Garden, Danga Bay Theme: Our Silver Milestone Dress Code: Classic Elegance</p>		

7.0	<p>Letters for advertisement spaces to be sent out to members and business partners for Souvenir Program and to finalize Souvenir Program by 1st week of October in order for book to be ready by 20th October 2017.</p> <p>Event Planning/Entertainment, door gifts, lucky draw will be discussed in the next meeting</p> <p>Other Matters:</p> <p>1) <u>Rental Agreement:</u> As the current rental agreement has expired on 31st March 2017, the Committee agreed that we propose to the tenant for increase in rental of RM100.00 per month.</p> <p>2) <u>Membership Drive:</u> Ms Stephanie informed the Committee that we must work on membership drive to bring in more members.</p> <p>3) <u>TLP Port Users & Shipping Agents Gathering:</u> Ms Lee attended the TLP function and reported the following: a) TLP will be setting up own website. b) Also announce that during the fasting month stevedores are allowed to bring in food with proper packaging. c) TLP also announced that they are currently providing ship's schedule twice a day compared to their previous practice of once a day and also estimated time of arrival and departure will be stated instead of TBA and TBC as previously stated. d) As the supply piping is very old and with no supply of fresh water on board. TLP will assist to do cleaning, dredging and reinstall new piping from August to October and expected to be completed in 15 months time.</p>	<p>To start sourcing</p> <p>To discuss with tenant</p>	<p>All Committee</p> <p>Jasmine</p> <p>All Committee</p> <p>For info</p>
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With no other matters arising, the next meeting is proposed to be held on 15th June 2017 at 2.30 pm.